

WILLINGHAM PARISH COUNCIL

Parish Council Office, Ploughman Hall, West Fen Road, Willingham, Cambridge, CB24 5LP, Tel: 01954 261027

Email: clerk@willinghamparishcouncil.gov.uk Website: www.willinghamparishcouncil.gov.uk

NOTICE IS HEREBY GIVEN of an ordinary meeting of Willingham Parish Council to be held on Wednesday 4th June 2025 at 7.30pm at the Octagon, St Mary and All Saints Church, Willingham

ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND.

The Public and Press are invited to address the Council under Item 88/25



Mandy Powell - Parish Council Clerk – 28th May 2025

AGENDA

86/25 Apologies for absence

87/25 Declarations of interest

88/25 Public forum (*maximum 3 minutes per person, with an overall limit of 15 minutes*) All parishioners wishing to speak, must make their name known to the Clerk prior to the commencement of the meeting. Maximum of five people to speak. Large groups must decide on a spokesperson representative. (Please see important note above)

89/25 To consider applications for co-option for the position of councillor

90/25 To receive and approve minutes from the Council meeting held on the 7th May 2025.

91/25 To deal with matters arising from the meeting on the 7th May not covered elsewhere on the agenda.

92/25 To ratify minutes of the annual parish meeting held on the 14th May 2025.

93/25 To receive and consider County Council report and any other reports and communications not covered elsewhere on this agenda including:

94/25 To receive and consider District Council reports and any other reports and communications not covered elsewhere on this agenda, including:

95/25 Chair's report including:

- To receive an update on council vacancies and resignations.

96/25 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations.

F&GP Committee – updates and actions to be taken, including:

- To consider indemnity documentation for S106 agreement for development of land at Belsar Farm (S/3145/16/FL)
- To consider wayleave agreement in relation to works carried out on the Village Green and consider any actions.
- To consider grant application from Willingham Library.
- To consider grant application from Ely Foodbank
- To consider possible change to grass cutting schedule/budget for the community orchard
- To receive an update on flooding

Planning Committee – updates and actions to be taken, including:

- To receive draft minutes from the meeting held on the 28th May 2025.
- To receive an update on the asset of community value application for the Duke of Wellington.

HALLS – Updates and actions to be taken, including:

- To receive updates regarding the Ploughman Hall and Public Hall and consider any actions.
- To receive an update regarding Willingham Youth Trust/Connections including the current financial status and consider any actions.

Cemetery – updates and actions to be taken, including:

Green & Boundaries – updates and actions to be taken, including:

Leisure & Amenities – updates and actions to be taken, including:

- To consider options for additional/replacement bins on the QEII Field and the Recreation Ground.
- To consider the new flood risk assessment for the MUGA at the Recreation Ground.

97/25 To receive and ratify monthly accounts for payment.

Please see attached appendix 1

98/25 Police update including:

99/25 To receive an update on HCVs and traffic/Highways issues and ratify any actions including:

- To consider proposal from the community roadwatch group regarding the updating of SIDS in the village.
- To consider correspondence from the Speedwatch team regarding overdue signage

100/25 Environment and Sustainability update including:

- To consider proposal for a nature reserve within the village.

101/25 Items for future meetings

102/25 Date of next meeting

Accounts to be authorised 04.06.2025

Payments made in advance of the Meeting (Payments)								
ID	Paid Date	Method	Company	Description	Cost Area	Net (£)	VAT (£)	Total (£)
64	30.04.2025	DD	Unity Trust	Monthly Service Charge	Est	11.55	0.00	11.55
66	01.05.2025	DD	Sanctuary	Lifeline Alarms	Est	201.80	40.36	242.16
75	01.05.2025	DD	Scribe	Monthly Charge	Est	75.00	15.00	90.00
69	01.05.2025	DD	SCDC	Cemetery Rates	Cem	81.00	0.00	81.00
70	01.05.2025	DD	SCDC	Ploughman Hall Rates	Halls	540.00	0.00	540.00
71	01.05.2025	DD	SCDC	Pavilion Rates	L&A	202.00	0.00	202.00
73	01.05.2025	DD	Pennon Water	Monthly Charge – Community Orchard	G&B	8.00	0.00	8.00
72	01.05.2025	DD	Pennon Water	Monthly Charge – Cemetery	Cem	6.00	0.00	6.00
68	01.05.2025	DD	SCDC	Ploughman Hall Waste Collection	Halls	109.50	0.00	109.50
74	01.05.2025	DD	SCDC	Cemetery Waste Collection	Cem	49.12	0.00	49.12
75	08.05.2025	DD	Pennon Water	Monthly Charge – Pavilion	L&A	8.50	0.00	8.50
76	08.05.2025	DD	Anglian Water	Monthly Charge	Halls	123.72	0.00	123.72
77	08.05.2025	BACs	J Binns	Deposit Refund	Halls	83.33	16.67	100.00
78	08.05.2025	BACs	Fen Edge	Group Membership	Est	15.00	0.00	15.00
79	08.05.2025	BACs	MC Garden	Maintenance of PC Land	Est	810.00	162.00	972.00
80	08.05.2025	BACs	MC Garden	Maintenance of PC Land	Est	1670.00	334.00	2004.00
90	08.05.2025	BACs	A Osbourne	Refund – Side Hall key cutting	Halls	18.00	0.00	18.00
91	12.05.2025	BACs	A Rudderham	Refund – Stationery (paper)	Est	19.57	3.92	23.49
92	12.05.2025	DD	British Gas	Pavilion – Electricity	L&A	104.25	5.21	109.46
93	15.05.2025	DD	Pennon Water	Monthly Charge – Sports Pavilion and Ploughman Hall	L&A Halls	50.75 50.75	0.00 0.00	50.75 50.75
94	15.05.2025	DD	Tomato Energy	Monthly Charge – Street Lighting	Est	22.79	1.14	23.93
95	15.05.2025	DD	Sage Software	Monthly Charge	Est	165.50	33.10	198.60
104	16.05.2025	DD	BT	Pavilion – Auto dialer	L&A	138.33	27.66	165.99
96	20.05.2025	DD	P Knighton	Emergency One-Off Grant	Est	90.48	0.00	90.48
97-101	23.05.2025	BACs	Staff	Salaries	Est	5119.12	0.00	5119.12
102	23.05.2025	BACs	StopEm	Height Barrier – Location Survey ¹	Halls	208.33	41.27	250.00
116	27.05.2025	DD	Nest	Pension Contributions	Est	312.37	0.00	312.37
117	27.05.2025	DD	HMRC	PAYE	Est	1375.14	0.00	1375.14
106	29.05.2025	DD	British Gas	Pavilion – Electricity Supply	Halls	630.85	126.17	757.02
107	29.05.2025	DD	British Gas	Public Hall – Electricity Supply	Halls	62.24	3.11	65.35
108	29.05.2025	DD	British Gas	Pavilion – Gas Supply	L&A	48.81	2.44	51.25
109	29.05.2025	DD	British Gas	Village Green – Electricity	G&B	30.98	1.55	32.53
103	03.06.2025	DD	Tomato Energy	Unmetered Supply	Est	0.32	0.02	0.34

Payments to be made following the meeting (Payments)								
ID	Paid Date	Method	Company	Description	Cost Area	Net	VAT	Total

¹ To be taken from Section 106 Monies (Rockmill End), allocated to the Ploughman Hall.

	03.06.2025	DD	Drax	Unmetered Supply - 01.09.2024-30.09.2024	Est	90.00	4.50	94.50
	03.06.2025	DD	Drax	Unmetered Supply – 01.10.2024 – 10.10.2024	Est	30.00	1.50	31.50
	03.06.2025	DD	Drax	Unmetered Supply – 01.09.2024 – 30.09.2024	Est	106.10	5.30	111.40
	03.06.2025	DD	Drax	Unmetered Supply – 01.10.2024 – 10.10.2024	Est	36.29	1.82	38.11
	03.06.2025	DD	Drax	Unmetered Supply – 01.09.2024 – 30.09.2024	Est	90.35	4.52	94.87
	03.06.2025	DD	Drax	Unmetered Supply – 01.10.2024 – 10.10.2024	Est	30.11	1.50	31.61
81	05.06.2025	BACs	5 Folds Admin	Hire of the Octagon – May 2025	Est	96.00	0.00	96.00
110	05.06.2025	BACs	Cromwell Fire	Call out for Ploughman Hall	Halls	263.70	52.74	316.44
111	05.06.2025	BACs	CBE Limited	Supply and Install emergency assistance alarm	Halls	316.09	63.22	379.31
112	5.06.2025	BACs	ACA Heating & Plumbing	Annual/six month inspections	L&A Halls	190.00 160.00	38.00 32.00	228.00 192.00
				Invoice Total		350.00	70.00	420.00
113	05.06.2025	BACs	R Mason	Hotel booking – Flooding event	Est	42.16	8.43	50.59
114	05.06.2025	BACs	O.S. Gawthroup	Monthly Maintenance Contract	Est	1212.00	242.4 0	1454.40
115	05.06.2025	BACs	O.S Gawthroup	Maintenance Contract	G&B	150.00	30.00	180.00
					G&B	150.00	30.00	180.00
					Est	1042.00	208.4	1250.40
				Invoice Total		1342.00	0 268.4 0	1610.40

Income received ahead of the meeting (Receipts)								
ID	Paid Date	Method	Company	Description	Cost Area	Net	VAT	Total
23	01.05.2025	BACs	Studio Fogg	Public Hall Hire – March 2025	Halls	75.00	0.00	75.00
24	01.05.2025	BACs	Jill Bridger	Ploughman Hall Hire – April 2025	Halls	146.67	29.33	176.00
25	06.05.2025	BACs	1 st Willingham Scouts	Public Hall Hire – April 2025	Halls	236.50	0.00	236.50
32	07.05.2025	BACs	Badminton Club	Ploughman Hall Hire – April 2025	Halls	100.83	20.17	121.00
29	08.05.2025	BACs	Hoayun	Ploughman Hall Hire – April 2025	Halls	55.00	11.00	66.00
36	13.05.2025	BACs	BT	Refund	Est	161.97	0.00	161.97
33	13.05.2025	BACs	M Briggs	Ploughman Hall Hire – April 2025	Halls	33.75	6.75	40.50
34	13.05.2025	BACs	Studio Fogg	Public Hall Hire – April 2025	Halls	60.00	0.00	60.00
37	13.05.2025	BACs	Sanctuary Housing	Community Lifeline – refund of credit on account	Est	346.93	69.39	416.32
38	16.05.2025	BACs	Sunflower Care	Side Hall Hire	Halls	127.50	25.50	153.00
39	16.05.2025	BACs	Sunflower Care	Side Hall Hire	Halls	75.00	15.00	90.00
40	20.05.2025	BACs	C Griggs	Ploughman Hall Hire – One- off	Halls	97.50	19.50	117.00
35	22.05.2025	BACs	Willingham Youth Trust	Side Hall Hire – April 2025	Halls	61.88	12.38	74.25
41	23.05.2025	BACs	C Griggs	Ploughman Hall Hire – Deposit	Halls	83.33	16.37	100.00
42	27.05.2025	BACs	Willingham Youth Trust	Return of Funds ahead of the folding of the Youth Trust	Halls	6000.00	0.00	6000.00

